



2022-2023 Ohio Short Term Certificate Grant Application for Non-Credit Programs through Workforce & Community Services OFFICE OF FINANCIAL AID

About This Form

The Ohio Short-Term Certificate Grant is for Ohio residents enrolled in certain short-term certificate programs.

Eligibility requirements

To be eligible for the scholarship, you must meet the following criteria:

- Submit an **Ohio Short-Term Certificate Grant application** and be selected as a recipient.
- Be an **Ohio resident**.
- Be registered for **Selective Service** if required to register by law.
- Be enrolled in one of the **eligible programs** listed on this application.
- **Complete one of the following:**
 - Complete the Free Application for Federal Student Aid (FAFSA®). The U.S. Department of Education will use your FAFSA® to calculate your Expected Family Contribution (EFC). Please note that Non-Credit programs are not eligible for most other financial aid programs.
 - For Spring 2022, complete the 2021-2022 FAFSA®. The resulting EFC must be 5846 or lower.
 - For Summer, 2022, Fall 2022, or Spring 2023, complete the 2022-2023 FAFSA®. The resulting EFC must be 6206 or lower.
 - Provide documentation that one of the following criteria are met.
 - You are eligible for WIO (Workforce Innovation and Opportunity Act) benefits.
 - You have lost your job (not including quitting a job voluntarily).
 - You have been laid off or received a lay-off notice from your job.
 - You are self-employed but are unemployed due to general low economic conditions or a natural disaster.
 - You are the spouse of an active duty member of the Armed Forces and have experienced a loss of employment because of relocating due to permanent change in duty station; or are unemployed or underemployed, and experiencing difficulty in obtaining or upgrading employment.
 - You are a displaced homemaker (a person who previously provided unpaid services to the family, are no longer supported by your spouse, are unemployed or underemployed, and are having trouble finding or upgrading employment).
- **Complete courses successfully** to continue eligibility.

Awards

- Awards may be used in summer, fall, or spring semesters.
- **Up to \$2,000** can be awarded per certificate program.
- Awards can only be used for instructional fees, general fees, and other approved fees (such as lab and course material fees).
- You may receive a **maximum of three awards** totaling \$2,000 each for different short-term certificates. Additional awards are based on successfully completing one short-term certificate before receiving another award.
- Funding is limited and only available for **Spring 2022, Summer 2022, Fall 2022, and Spring 2023**.

Questions?

If you have any questions regarding this program, please contact Admissions at (567) 661-7777 or admissions@owens.edu.

FAFSA® is a registered trademark of the U.S. Department of Education.



**2022-2023 Ohio Short Term Certificate Grant Application
for Non-Credit Programs
through Workforce & Community Services
OFFICE OF FINANCIAL AID**

Student Information

First Name: _____ Last Name: _____

Date of Birth: _____ Owens OCID or last 4 digits of SSN: _____

Address: _____

Phone: _____

Email: _____

Program Information

Please indicate your program of study.

- CDCA I (Chemical Dependency Counselor Assistant License I)
- CDCA II (Chemical Dependency Counselor Assistant License II)
- Peer Support Specialist
- Pharmacy Tech
- Phlebotomy Tech
- Pre-Apprentice
- Programmable Logic Controllers (PLCs)
- Robotics
- Tool and Die
- Welding & Fabrication

Eligibility Information

1. Please **select one** of the following:

- I will complete (or have completed) the Free Application for Federal Student Aid (FAFSA®) to demonstrate my eligibility.
- I am eligible for WIO (Workforce Innovation and Opportunity Act) benefits. Submit a copy of documentation showing your WIO eligibility.
- I have lost my job (not including quitting a job voluntarily). Submit a copy of your termination notice or unemployment eligibility determination notice.

- I have been laid off or received a lay-off notice from my job. Submit a copy of your lay-off notice or unemployment eligibility determination notice.
 - I am self-employed but am unemployed due to general low economic conditions or a natural disaster.
 - I am the spouse of an active duty member of the Armed Forces and have experienced a loss of employment because of relocating due to permanent change in duty station; or am unemployed or underemployed, and experiencing difficulty in obtaining or upgrading employment.
 - I am a displaced homemaker (a person who previously provided unpaid services to the family, are no longer supported by a spouse, are unemployed or underemployed, and are having trouble finding or upgrading employment).
2. Please submit a copy of your Ohio Driver's License, state ID, or other **documentation showing that you are an Ohio resident**.
 3. If you were designated as male at birth, provide documentation of your **Selective Service registration**. Details are available at https://www.owens.edu/media/financial_aid/banner-links/SELECT.pdf.

Certification

I have reviewed the scholarship information provided in the **About this Form** section and certify that I meet all of the eligibility requirements listed. *If you do not meet any of these criteria, do not submit this form.*

Student's Signature _____ Date _____

Submit this form and documents

Return this form and required documentation.

Mail: Owens Community College
Workforce & Community Services
PO Box 10,000
Toledo OH 43699-1947

In person: Owens Community College
Workforce & Community Services
458 Depot Road
Perrysburg OH 43551

Next steps:

If you do not have an Ozone account, information about your application will be provided to you by Workforce & Community Services.

If you have an Ozone account, information about the application will be posted to Ozone and notices will be sent to your Owens student email account. From [ozone.owens.edu](https://www.owens.edu), locate the **Financial Aid Summary** card. Verify that you are viewing the desired aid year, click the **View Financial Aid Details** link, then click on **Student Requirements**.

Office Use Only:

- Program of study confirmed

Term	Course(s)	Cost

WCS signature: _____ Date: _____

Send form and documentation to FA